

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 1, 1994

ALL-COUNTY LETTER NO. 94-08

TO: ALL COUNTY WELFARE DIRECTORS

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☒ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☐ Initiated by CDSS

SUBJECT: EMERGENCY ASSISTANCE PROGRAM RETROACTIVE AND  
INTERIM STATISTICAL REPORTING

REFERENCE: ACIN NO. I-37-93

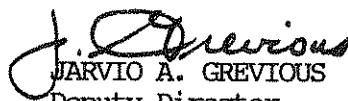
The purpose of this letter is to issue the report form and instructions necessary to collect basic information on the number of children receiving Emergency Assistance (EA) services, the number of cases (families) they represent and the amount of dollars expended on their behalf.

This is an interim report designed to meet the minimum basic reporting requirements mandated by the U. S. Department of Health and Human Services. This report is effective immediately. Counties are required to report this data retroactive to the date the EA program was implemented in their county. In no case can retroactive reports be submitted for a report month preceding the statewide implementation dates of July 1, 1993 for the Probation component and September 1, 1993 for the Child Welfare Services component of the Emergency Assistance Program. The due date for submitting retroactive reports is March 1, 1994.

Enclosed is a camera-ready copy of the form TEMP CA 237 EA (12/93). This form is to be completed on a monthly basis and sent to the California Department of Social Services (CDSS) in Sacramento on or before the fifteenth calendar day of the month following the report month.

The Department is currently working on a comprehensive reporting format which will meet all the program mandates and information needs. It is anticipated that this system will be implemented within the next six months.

If you have any questions or require assistance, please call Levy St. Mary of the Statistical Services Bureau at (916) 653-5170 or CALNET 8-453-5170.

  
JARVIO A. GREVIOUS  
Deputy Director  
Administration

Enclosure

c: CWDA

**Send one copy to:**

California Department of Social Services  
 Statistical Services Bureau  
 744 P Street, Mail Station 12-81  
 Sacramento, CA. 95814

# **TITLE IV-A EMERGENCY ASSISTANCE (EA) PROGRAM INTERIM CASELOAD AND EXPENDITURES REPORT**

COUNTY	FOR MONTH ENDING
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**PART A. CASELOAD AND EXPENDITURES**

	Cases (a)	Children (b)	Expenditures (c)
1. Total for EA (Sum of 1a and 1b below).....			
a. Child Welfare Services (CWS).....			
b. Probation .....			

**PART B. REPORT INSTRUCTIONS**

This INTERIM report is due to the California Department of Social Services, Statistical Services Bureau no later than the 15th Calendar day of the month following the report month.

For the purposes of this report, the following definitions shall be used:

**Case:** A case shall be defined as the unduplicated number of families served, i.e., the number of families represented by the corresponding children counts in column (b).

**Children:** Children shall be defined as the total number of children receiving Emergency Assistance services, i.e., the number of children contained within the corresponding case counts in column (a).

**Expenditures:** Expenditures shall be defined as the total amount of dollars expended on behalf of the corresponding cases/children receiving Emergency Assistance services.

**CWS:** Report on this line item the total (for each column) receiving Emergency Assistance services in:

- a. Emergency Shelters
- b. EA/Foster Care
- c. EA/General Assistance-Foster Care

**Probation:** Report on this line item the total (for each column) receiving Emergency Assistance services in:

- a. Juvenile assessment centers
- b. Residential treatment facilities
- c. After care
- d. EA/Foster care

**PART C. TO BE USED ONLY UPON INSTRUCTIONS FROM CDSS**

REPORT PREPARED BY:	TELEPHONE NO. (       )	DATE
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